



METROPOLITAN  
TRANSPORTATION  
COMMISSION

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## *Memorandum*

TO: Operations Committee

DATE: April 2, 2010

FR: Executive Director

W.I.

RE: Funding Agreement: Hub Signage Program: Napa County Transportation and Planning Agency

This memorandum requests Committee approval to enter into a Funding Agreement with Napa County Transportation and Planning Agency (NCTPA) to design, manufacture and install signs consistent with regional signage guidelines at Napa's VINE Transit Center.

### **Background**

The Transit Connectivity Plan, adopted by the Commission in April 2006, recommended connectivity improvements at 24 regional transit hubs. The first improvement, the Hub Signage Program (HSP), will result in installation of wayfinding signage, real-time transit information and printed transit information displays at these hubs. In March 2008, MTC received \$9.8 million in Proposition 1B funds through the Public Transportation, Modernization, Improvement and Service Enhancement Account (PTMISEA) to implement this program. The HSP was originally funded with State Transportation Assistance (STA) funds, but PTMISEA funds had been exchanged to accommodate other needs.

MTC has conducted a procurement on behalf of transit agencies at 10 regional transit hubs to implement signage improvements, including Napa, while BART and Santa Rosa are directly managing work at their hubs.

Implementation of the HSP at Napa's hub had been on hold pending a decision to relocate their facility. In conjunction with approval of the new site, NCTPA has since decided to manage its own signage improvements. The process for all hubs includes the writing of Concept Plans (Phase 1), development of hub-specific designs and plans, specifications and estimates (Phase 2), and sign procurement and installation (Phase 3). Each hub is required to implement signage consistent with the Regional Transit Hub Signage Standards and Guidelines.

**Funding Agreement**

NCTPA and MTC will negotiate and enter into a single funding agreement which will provide up to \$190,000 to design, construct and install wayfinding and transit information signs at Napa's VINE Transit Center. Real-time transit displays are not included since Napa's VINE system does not plan to have real-time capability in the near future.

**Next Steps**

Staff requests this Committee authorize the Executive Director or his designee to negotiate and enter into a funding agreement of up to \$190,000 with NCTPA.

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Steve Heminger

SH: JS

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## REQUEST FOR COMMITTEE APPROVAL

### Summary of Proposed Funding Agreement

Work Item No.:	2655
Contractor:	Napa County Transportation and Planning Agency (NCTPA)
Work Project Title:	Regional Transit Hub Signage Program
Purpose of Project:	Install Regional Signage at Transit Hubs
Brief Scope of Work:	Determine the appropriate location for signage, develop specific design and engineering documents, and procure and install signage.
Project Cost:	\$190,000
Funding Source:	Prop. 1B
Fiscal Impact:	Included in the FY 2009-10 Budget.
Motion by Committee:	That the Executive Director or his designee is authorized to negotiate and enter into a funding agreement with NCTPA to install regional signage at its hub, and the Chief Financial Officer is authorized to set aside funds for such funding agreement in an amount not to exceed \$190,000.
MTC Operations Committee:	Approved: _____ Amy Rein Worth, Chairperson
Approved:	Date: April 9, 2010